

TO: Chairman and Members

DATE: January 13, 2011

**SUBJECT: Minimum Standards for Local Detention Facilities
2011 Adult Regulations Revision Process
Approval of Executive Steering Committee**

AGENDA ITEM: C

RESOURCE PERSON: Allison Ganter, Field Representative

**ACTION: X
INFORMATION:**

Summary: At the September 9, 2010 meeting, the CSA Board approved the commencement of the 2011 Adult Titles 15 and 24 Regulations Revision, as per Penal Code 6030. Facilities Standards and Operations (FSO) Division staff are requesting approval of Executive Steering Committee membership and proposed timeline for the regulations revision process.

Background: At its September 9, 2010 meeting, the CSA Board approved the commencement of the Adult Titles 15 and 24 Regulations Revision, as per Penal Code 6030. During this meeting, the Board appointed Member John Ingrassia as the Chair of the 2011 Adult Regulations Revision and directed staff to work with the Chair to compile a list of potential Executive Steering Committee (ESC) members and develop a timeline for the regulations revision process.

Facilities Standards and Operations (FSO) Division staff worked with Mr. Ingrassia to develop a list of potential members and scheduled the first meeting of the ESC, pending Board approval, for February 22, 2011. Attachment A contains a list of ESC members that have been contacted and are committed to serve on the ESC.

Attachment B is a timeline for the regulations revision process based upon progress thus far. As indicated on the timeline, notice has been mailed to all interested parties in the field and feedback for proposed revisions has been solicited.

Staff is currently in the process of developing a list of potential workgroup members and will continue to work with Mr. Ingrassia to refine the strategy for the upcoming revisions. It is anticipated that the CSA Board will be presented with proposed revisions at its July 2011 meeting.

Recommendation/Action Needed:

Staff recommends:

1. That the CSA Board approve the membership of the 2011 Adult Regulations Revision Executive Steering Committee.